**LABSS Dispute Resolution Enquiry Submission Form**

*Please refer to the associated Guidance Notes when completing this form.*

If you disagree with the technical or procedural interpretation that the Building Standards Authority is adopting in the consideration of a building warrant that you have submitted or will require to submit you may request an interpretation through Local Authority Building Standards Scotland (LABSS).

This can also include situations where you disagree with an interpretation that the Building Standards Authority is adopting for a building warrant related to an alternative design approach that varies from the Technical Handbooks.

**This request must be submitted to the Building Standards Authority that is considering your proposal**, **preferably by email**.

|  |
| --- |
| **Applicant/Agent Details** |
| Name  |   |
| E-mail Address |   |
| Case/Site Address |   |
| Building Warrant Ref |  |
| Contact Number |   | Date |   |

|  |
| --- |
| **Query/Request** |
| **Query on a Verification Procedural Interpretation** |  Yes/No\* |
| **Query on a Verification Technical Interpretation** |  Yes/No\* |
| **Submission of an Alternative Design Approach which varies from the Technical Handbooks** |  Yes/No\* |

*\*Delete as appropriate*

|  |
| --- |
| **Supporting Information** |
| Description of works |  |
| Regulations in force i.e. Domestic April 24’ |  |
| List of drawings/information provided in support of your application |  |
| **Please explain the interpretation that you are querying and what you consider the decision should be.** |
|  |

**Thank you. You will receive an acknowledgement of receipt from your Local Building Standards Authority with contact details.**